

## **DEPARTMENTAL BUDGET INFORMATION BUILDINGS & SAFETY ENGINEERING DEPARTMENT (13)**

### **STATEMENT OF PURPOSE**

The Buildings and Safety Engineering Department provides for the safety, health, welfare and improvement of quality of life of the general public relative to buildings and their environs in an efficient, cost effective, user-friendly and professional manner.

The Buildings and Safety Engineering Department is the public agency responsible for administering and enforcing the Michigan State “*family of construction codes*” that regulates construction and alteration throughout the state. This department also insures the maintenance of conditions in existing buildings and their environs by enforcement of the City of Detroit Property Maintenance Code and the Official Zoning Ordinance of the City of Detroit. Additionally, the department coordinates the business licensing function for the City of Detroit, thus, making the department the clearinghouse for all business licenses to assure that businesses meet building, fire and health standards before a license is issued.

### **DESCRIPTION**

The Buildings and Safety Engineering Department employs a cadre of State Certified Trade Inspectors and Plan Reviewers, Engineers, Administrative and Operational Staff Personnel who collectively:

- Provide Zoning Review prior to the establishment of use for existing or new structures.
- Provide Plan Review of construction documents for new construction, alteration or rehabilitation of existing structures.
- Issue Building and Trade Permits for

construction and demolition.

- Provide Pre-Sale Inspections of one and two family dwellings prior to sale as required by law.
- Provide Annual Inspections of rental and commercial structures as required by law.
- Provide for the Demolition of obsolete, damaged and/or abandoned buildings that pose an imminent danger to the public.
- Provide general Business and Consumer Affairs Licenses as required by ordinance.
- Manage and serve as custodian of the Insurance Escrow Accounts.
- Provide Record Maintenance, Storage, Retrieval and Retention of construction archives and document plans and permits for structures within the city.

### **DIVISIONS**

**Administration** manages the Human Resources, Financial, Operational and Business related activity of the divisions, sets policy and conducts Administrative hearings for Code Variance.

**Plan Review Unit** provides electrical, mechanical, plumbing and structural and zoning review of construction documents for proposed projects within the City. Preliminary Fire Department and Health Department reviews are also provided within the Plan Review Unit.

**Buildings Division** provides inspection and enforcement of the Michigan Building Code during construction of new structures, and during the rehabilitation of existing structures. This division also conducts compliance inspections resulting from citizen complaints.

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**Mechanical/Electrical Division** provides inspections and enforcement of the Michigan Mechanical Code, the National Electric Code, and other adopted codes governing the installation and maintenance of boilers, elevators, and electrical and mechanical equipment. The Mechanical/Electrical Division is comprised of four inspections Sections (Elevators, Boiler, Electrical and Mechanical) and an Examination Section, which provides testing for individuals to obtain business and occupational licenses and certification relating to the operation of mechanical and electrical equipment.

**Housing/Plumbing Division** provides inspections and enforcement of the City of Detroit Housing Code that governs “Pre-Sales Inspections” for one and two family dwellings. The Plumbing Section provides inspections and enforcement of the Michigan Plumbing Code governing installation of plumbing systems and equipment in new construction, alterations and renovations. The unit also performs cross-connection inspections of existing water systems to prevent contamination of potable water system.

**Property Maintenance Division** provides periodic inspections of one and two family rentals, commercial buildings, motels, hotels and apartments in accordance with the City of Detroit’s Property Maintenance Code to encourage property maintenance and neighborhood stabilization while fighting blight. Property owners found not in compliance with the code are subject to tickets that may result in litigation and possible fines levied by the **Department of Administrative Hearings**.

**Zoning Enforcement Unit** investigates and prepares cases for hearings required to obtain Special Land Use Grants, which allows conditional uses to be established in zones not permitted as a matter of right. This unit promotes the quality of life issues within Detroit communities.

**Business Licenses Center** coordinates inspections and issues business licenses to commercial and retail establishments. License investigators within this unit provide field inspections of businesses to ensure compliance within the parameters of the licenses, including collection of outstanding fees, and assist new business operators in obtaining necessary permits and required licenses.

**Demolition Division** responds to complaints of dangerous buildings, prepares cases to obtain a demolition order from City Council and engages demolition contractors in the removal of dangerous and abandoned structures in accordance with the Michigan Housing Law and City of Detroit Ordinance 290-H.

**MAJOR INITIATIVES FOR  
FY 2007-08**

Buildings and Safety Engineering will continue to support the Next Detroit Neighborhood Initiatives (NDNI) through a more aggressive demolition effort and our property maintenance code enforcement programs to restore neighborhood stability.

Buildings and Safety Engineering Department will continue to ensure that people who are required to acquire business licenses are in full compliance.

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Customer Service continues to be a major focus of this department as we are streamlining processes to ensure that we provide our customers with faster, more efficient and cost-effective friendly services.

**PLANNING FOR THE FUTURE FOR  
FY 2008-09, FY 2009-10 and BEYOND**

The Next Detroit Neighborhood Initiative (NDNI) is a 5-year strategy focusing on the rejuvenation of Detroit neighborhoods into vibrant areas for the citizens. The approach will concentrate on improving basic quality of life issues such as cleanliness, safety and beautification through growth and development strategies. Buildings and Safety Engineering will play an integral role in this strategy by adopting the working plan developed by the NDNI Committee.

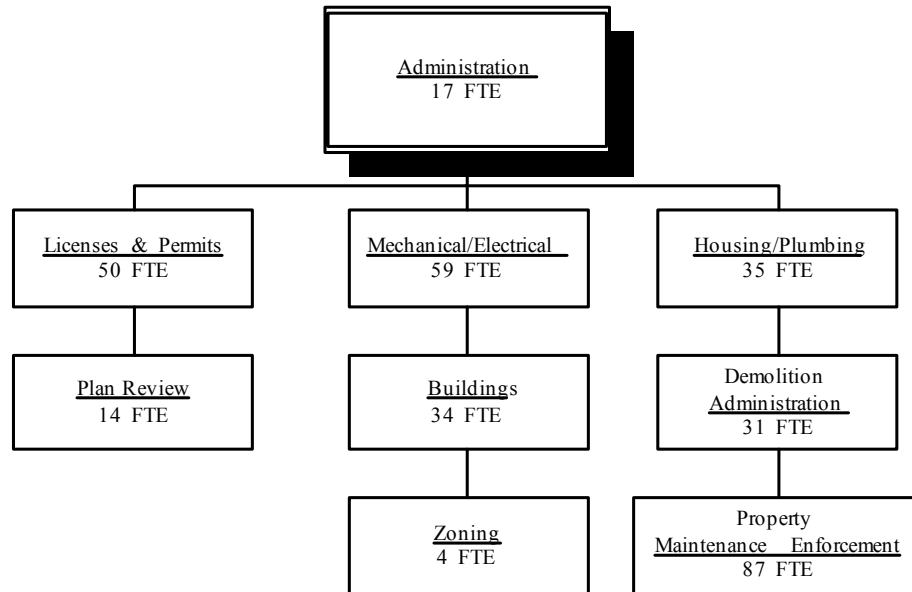
The implementation of a web based on-line permit process is a major initiative of this department. Use of electronic hand held devices for inspection reporting would enable the department to achieve efficiencies by eliminating the mundane

manual process, which is being used today.

In an effort to improve accountability and coverage of inspection targets, the department will continue to integrate cluster inspection teams who will be closely aligned with Next Detroit Neighborhood Initiatives (NDNI). Team members will become more accessible and accountable to our citizens residing in the various clusters as they perform the various annual inspections that uphold the quality of life and neighborhood stabilization.

In addition to supporting the NDNI achieve greater results by our more aggressive code enforcement in the targeted areas, we will also partner with the State of Michigan in the "Cities of Promise Blight Reduction Program" to step up efforts to demolish more dangerous buildings within the financial resources that are available for such purpose. This effort will greatly pave way for redevelopment, reinforcement and revitalization activities within the city.

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**PERFORMANCE MEASURES AND TARGETS**

<b>Type of Performance Measure:</b> List of Measures	<b>2006-2007 Actual</b>	<b>2007-08 Projection</b>	<b>2008-09 Target</b>
<b>Inputs: Resources Allocated or Service Demands Made</b> Number of FTE's	298	330	331
<b>Outputs: Units of Activity directed toward the Enforcement of codes within the framework of nationally recognized codes:</b> Number of Building Permit inspections provided Number of electrical permit inspections provided Number of plumbing permit inspections provided Number of mechanical permit inspections provided Number of elevator permit inspections provided Number of pressure boiler permit inspections provided	45,000 5,479 3,653 6,269 325 142	45,000 5,088 3,324 7,000 350 250	45,000 4,324 3,490 6,000 350 140
<b>Outputs: Units of Activity directed toward maintaining the stability and safety of neighborhoods:</b> Number of pre-sale housing inspections requests Number of Commercial Property Maintenance Inspections provided Number of 1 and 2 Family Rental inspections provided Number of multiple rental units inspections provided Number of plumbing inspections – cross connections provided Number of mechanical equipment safety inspections provided Number of inspections of dangerous building inspections performed Number of DAH tickets issued Building permits issued Total number of construction permits issued	12,430 22,560 31,725 7,050 1,489 17,279 13,412 40,000 6,659 24,552	12,348 21,120 29,920 7,000 3,080 18,100 13,863 37,600 6,800 26,000	11,440 22,440 26,400 6,600 5,280 18,100 13,900 64,600 7,400 26,000
<b>Efficiency: Program Costs related to Units of Activity:</b> Percent of fees collected	75%	80%	85%

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**EXPENDITURES**

	2006-07 Actual Expense	2007-08 Redbook	2008-09 Mayor's Budget Rec	Variance	Variance Percent
Salary & Wages	\$12,668,767	\$15,781,625	\$16,460,186	\$ 678,561	4%
Employee Benefits	8,665,801	8,434,197	8,498,240	64,043	1%
Prof/Contractual	5,112,581	2,883,508	3,994,457	1,110,949	39%
Operating Supplies	224,210	226,000	188,618	(37,382)	-17%
Operating Services	5,695,575	6,742,523	6,269,882	(472,641)	-7%
Capital Equipment	27,463	-	4,500	4,500	0%
Capital Outlays	-	182,350	0	(182,350)	-100%
Fixed Charges	52,064	10,029	10,029	-	0%
Other Expenses	280,690	485,985	143,255	(342,730)	-71%
<b>TOTAL</b>	<b>\$32,727,151</b>	<b>\$34,746,217</b>	<b>\$35,569,167</b>	<b>\$822,950</b>	<b>2%</b>
<b>POSITIONS</b>	<b>303</b>	<b>330</b>	<b>331</b>	<b>1</b>	<b>0%</b>

**REVENUES**

	2006-07 Actual Revenue	2007-08 Redbook	2008-09 Mayor's Budget Rec	Variance	Variance Percent
Licenses/Permits	\$25,018,762	\$28,308,248	\$28,870,000	561,752	2%
Fines/Forfeits/Pen	1,011,355	1,300,000	1,453,392	153,392	12%
Grants/Shared Taxes	4,764,988	5,127,969	5,243,775	115,806	2%
Sales & Charges	(1,932)	10,000	2,000	(8,000)	-80%
Miscellaneous	372,589	-	-	-	0%
<b>TOTAL</b>	<b>\$31,165,762</b>	<b>\$34,746,217</b>	<b>\$35,569,167</b>	<b>\$822,950</b>	<b>2%</b>